

YMCA CAMP ADAIR: ACTIVITY MANAGEMENT PLAN

Activity			
Activity Description	Traverse across the beam between two Kahikatea		
Activity Site	Camp Adair Grove	Water: Camp Adair	Toilets: Camp Adair
Instructor Requirements	<ul style="list-style-type: none"> Ensure a first aid kit, radio and rescue kit is readily accessible in your area Conduct pre use checks on the equipment, element, environment Continually identify, manage and disclose hazards and risks Clearly brief the group and ensure they understand their roles and can confidently perform them Ensure pre-climb checks are done, Harnesses, Karabiner, Belay Device, Helmet, Attachment Instructor to ensure all equipment is being used correctly, brief group on proper equipment care Take ladders down when not in use, during all breaks Fully induct helper into the SMS and relevant procedures and ensure they follow it The ratio may vary depending on maturity age, experience and skills of the instructor, the conditions on the day, and the activities being undertaken Instructor to be positioned where they can belay safely and manage the rest of the group 		
Participant Competencies	<ul style="list-style-type: none"> Physically able to perform the task Psychologically able to perform the task Can understand and follow activity safety rules No current or pre-existing medical injuries that effects the client's safety 		
Equipment	<ol style="list-style-type: none"> Harnesses Helmets Covered footwear Water First aid kit in the area Karabiners Dynamic Rope Belay Device Rescue kit in the area Ladder Long hair tied up, No jewelry Clothing appropriate for the weather conditions Radio in the area 		
Policies	Standard operating procedures, SMS, Calling a halt to an activity		
Weather Factors	Cease activity during thunder & lightning. Cease activity in winds exceeding 30 knots / 60 km p/h.		
	Instructor Level:	2	
	Ratio:	1:12	
	Weight:	120kg	

Site Specific Hazard	Severity	Potential	Management of Hazard	Result
Children in close proximity to Initiatives and Campfire	M	H	Ensure that every member in the group while activity is underway is clear that they are to stay away from the Initiatives and Campfire for the duration of the session.	M
Low visibility on decking area during Night Ropes	M	M	Ensure that clients participating in the Grove activities at night are aware of ramps/steps when leaving the area at night.	M
Debris falling from Kahikatea Trees	M	L	Instructor to do site check including looking at trees to identify any loose ones, especially after windy/bad weather.	M
Railing and steps	M	M	Disclose potential injury while moving around edges and steps and ensure no one is sitting on the rails.	M



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Activity Specific Hazard	Severity	Potential	Management of Hazard	Result
Climber inversion	H	M	Do not allow challenges where the climber's head drops below their waist i.e. headstands, handstands, forward rolls, cartwheels, possums.	E
The beam	M	M	Supervise dismount ensuring the climber keeps their feet on the Beam and one hand out in front to fend off, until there head is lower than the Beam. Disclose the risk of splinters and that it will be slippery if wet.	M
Severity & Potential:	L = Low, M = Medium, H = High			
			Result: I = Isolates Hazard, M = Minimizes Hazard, E = Eliminates Hazard	

Policy Approval

Approved and Signed: _____



Position: Camp Manager Date: February 2016

Review by – August 2016

Tracking Changes

	Who and When	What was Changed
Written:	Steffen Poepjes Feb 16	New format
Amendments:	Steffen Poepjes Feb 16	<ul style="list-style-type: none"> Dynamic rope added Participant Competencies Updated Close proximity to Initiatives and Campfire